



OFFICE OF THE PREMIER: NORTHERN CAPE

Request for quotation (RFQ)
Security Services – Manne Dipico Thusong Service Centre

Duration: Six (06) months

Date Issued: 23 September 2025

Closing date and time: 26 September 2025 at 14h00

1. Purpose

The purpose of this request for quotation (RFQ) is to invite potential, qualified service providers to submit quotations with regard to the provision of security services at the Manne Dipico Thusong Service Centre at 24 Starling Street, Pescodia, Kimberley for the duration of six (6) months.

2. Specification

The successful bidder will be required to provide the following services:

- Security services must be rendered 24/7
- Security services of a trained Security Officer is earmarked
- Patrolling of premises is required
- Access control and monitoring
- Monitoring of vehicles entering and leaving the premises
- Asset's monitoring leaving the premises
- Crowd control
- Maintaining of an Incidence Occurrence Book and an Attendance register
- Protection from and/or to buildings and general crime prevention measures as agreed upon
- The specific duties of security personnel in respect of the required legislation
- Reporting and communication protocol and, reporting or management of incidences at centre sites and other operational requirements
- Security guards should wear appropriate uniforms with their company's logo so that they can easily be identified
- Security guards must have the necessary equipment and tools: Flashlights, Batons, Pepper spray etc.

3. Mandatory requirements

The purpose of access control is to prevent the unauthorised access of persons and vehicles and prohibit bringing in of any dangerous objects on to the Manne Dipico Thusong Service Centre in order to safeguard the people, the property and the premises. This is to ensure the safeguarding of premises, people, vehicles and contents of the building. The Security Quotation must be able to enforce the following related legislation:

- 3.1 The application of the Control of Access to Public Premises and Vehicle Act, 1985, Section 2, 3 and 4.
- 3.2 The Criminal Procedure Act, Act 51 of 1977, Section 20, 23(b) (as amended in the Criminal Procedure Amendment Act, 33 of 1986) Section 24, 29 and 42 (as amended in the Amendment of the Criminal Law Amendment Act, 59 of 1983) as well as Section 46, 49, 50 and 51
- 3.3 Section 13 of the Constitution regarding violations must be avoided.
- 3.4 The Firearms Control Act 60 of 2000, section 10, 34, 90 and 106.
- 3.5 Private Security Industry Regulation Act 56 of 2001.
- 3.6 Protection of Information Act 84 of 1982

- 3.7 Trespass Act 6 of 1959
- 3.8 Occupational Health and Safety Act 85 of 1993
- 3.9 PSIRA Grade C

4. Security Quotation Requirements

The following guidelines are provided to assist in drafting a quotation:

- 4.1 All copyright and intellectual property rights emanating from the pursuit of the programme are vested in the Government of the Republic of South Africa in the first instance and in the Northern Cape Provincial Government in the second instance.
- 4.2 All information, supporting materials and other documentation submitted with the Security Quotation will become the property of the Office of the Premier.
- 4.3 Security Quotations do not commit the Office of the Premier to pay any costs incurred in the negotiations, and to submit a price, technical, or other revisions of partner Security Quotations that may result from negotiations.
- 4.4 The Office of the Premier shall not be liable for any costs incurred by the Security Quotation in the preparation of response to this request for security services. The preparation of response will be made without obligation to acquire any quotation, or to discuss the reasons why such Security Quotation's or any other quotation was accepted or rejected.
- 4.5 Responses received after the specified due date and time will not be accepted under any circumstances.
- 4.6 The lowest or only Security Quotation would not necessarily have to be accepted by the Office of the Premier and as such, the Office of the Premier reserves the right to accept any or no Security Quotation at all.
- 4.7 The Office of the Premier reserves the right to enter into negotiations with Security Quotations (who have been short-listed) under the conventions embodied in the principles of "Best And Final Offer" (BAFO).
- 4.8 The Security Quotation will be awarded based on the 80/20 point system.

5. Time Period for quotation

- 5.1 The duration of the contract for the security service will be for six (6) months. ↵
- 5.2 The duration of the contract can be extended or terminated when agreed upon by the two parties involved.
- 5.3 The date of commencement of the contract will be the 1 October 2025. ↵

6. Security Quotation Format

Security quotations must be submitted in the following format :

- 6.1 Official Quotation.
- 6.2 Security Quotations must be in a sealed envelope clearly marked: Manne Dipico Thusong Service Centre Security Quotation.
- 6.3 The name and contact details (telephone and/or mobile, fax, email, and postal address) of the project leader on the front cover of the Quotation.
- 6.4 Particulars of other members must include qualifications and experience.
- 6.5 Scope of the services to be rendered.

7. Company/Individuals Profile

Companies responding to the Security quotation are required to submit the following information:

- 7.1 The prospective bidder must be registered as a service provider on the Central Supplier Database (CSD).
If you are not registered proceed to complete the registration of your company prior to submitting your proposal.
- 7.2 The taxes of the successful Security Quotation must be in order, or satisfactory arrangements must have been made with the Receiver of Revenue to meet his/her tax obligations. Failure to have a compliant tax indicator in the Central Supplier Database will invalidate the Security Quotation.
- 7.3 In Security Quotations where Consortia / Joint Ventures / Sub-contractors are involved, each party must have a compliant tax indicator in the Central Supplier Database.
- 7.4 The declaration of interest (Annexure A) must be completed in full and the signed declaration form attached to the Security Quotation.
- 7.5 In the event of a consortium, details of roles and responsibilities of each party are to be provided and the overall management structure of the consortium and business model thereof.
- 7.6 PSIRA Certificate. The Security Quotation must have attached a valid PSIRA Certificate for the Company and Directors or the Individual. The minimum required grade for the Security Officer on duty at the premises must be Grade C. Failure to attach certified copies on the above will disqualify

the Quotation. The Department reserves the right to conduct Security background checks in respect of the selected service providers, their Directors and staff. Appointment of the successful service provider will be done subject to positive background checks.

8. General terms and conditions

- 8.1 Over and above all conditions stipulated by the Provincial Supply Chain Management, Security Quotations are advised to familiarize themselves with the following policy document:

- PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000, (ACT NO.5 OF 2000).

The terms and conditions specified in this Security Quotation must be read in conjunction with the PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000, (ACT NO.5 OF 2000) obtainable at Treasury and which forms an integral part of this Security Quotation. Prospective service providers will be well advised to also familiarize themselves with the contents of the Act.

- 10.2 All costs incurred in the preparation and presentation of the Quotation shall be wholly absorbed by the Security Quotation. All supporting documentation submitted with the Quotation will become the property of the Northern Cape Provincial Government unless otherwise requested by the Security Quotation.

11. Closing Date

- 11.1 All quotations must be submitted no later than **Friday, 26 September 2025 at 14h00.**

- 11.2 Submission Format:

Quotations and all supporting documentation may be submitted via one of the following methods:

- Hand delivery

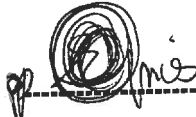
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1. Enquiries

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